

BUILDING & GROUNDS COMMITTEE MEETING
MINUTES
October 22, 2018

Members Present: Pam Deppe, Brad Miller, Jason Ratts, Jeff Thomas

Members Absent: Vera Small

Others Present: Byron Deaner, Tracy Garrison, Shelly Heideman, Tim Krell, Josh Langfelder, Brian McFadden, Wayne Rovey, Jan VonQualen, Denise E. McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

Ratts requested a motion to approve the September 24, 2018 minutes. A motion to approve the minutes was made by Deppe and seconded by Thomas. Motion carried (4-0).

Josh Langfelder, Recorder, addressed the Committee requesting approval of a salary adjustment for Alejandra Peralta, Part-time Seasonal, with an increase in the hourly rate from \$10 to \$13, a salary adjustment for James Kunz, Recording/Indexing/Verifying Clerk with an increase in annual salary from \$29,864.25 to \$32,364.25, a salary adjustment for Christine Pennaman, Public Info/Research Clerk with an increase in annual salary from \$30,999.93 to \$33,499.93, and a salary adjustment for Donald McCarthy, Chief Deputy Recorder, with an increase in annual salary from \$66,356.89 to \$70,356.89. The salary increases for Kunz, Pennaman and McCarthy are due to a position being eliminated and the duties will be split amongst these three. The increase for Kunz will be paid from the General Fund and the increase for Pennaman and McCarthy will be paid from the Automation Fund. All salary adjustments will be effective November 12, 2018. A motion to combine and approve all requests was made by Thomas and seconded by Deppe. Motion carried (4-0).

Brian McFadden, County Administrator, addressed the Committee regarding a request from the Faith Coalition for the Common Good, regarding holding Voter Registration at the Sangamon County Department of Public Health Building. Due to early voting taking place at this time, the request was amended to have literature from the County Clerk's Office available at this location to encourage voting and to have a sign-up sheet posted for those who need rides to the polls. McFadden will continue to work with the Faith Coalition on this project.

Tracy Garrison, GIS, addressed the Committee requesting approval to renew a three-year contract with ESRI for Enterprise Licensing at a total cost of \$406,500. A motion to approve the request and forward it to the County Board was made by Miller and seconded by Thomas. Motion carried (4-0).

Wayne Rovey, Information Systems, addressed the Committee requesting approval to send Kim Jackson to the IACO Fall Conference held in Peoria, IL on November 14-16, and approval of a CWLP Telecommunications Contract Agreement for the Child Advocacy Center located at 1101 E. Monroe at a cost of \$500/month. A motion to combine and approve both requests was made by Thomas and seconded by Deppe. Motion carried (4-0).

Byron Deaner, Interim Facilities Manager, will present his full report at the next meeting.

There was no old business or public comment.

Ratts requested a motion to approve the requisitions. A motion to approve the requisitions was made by Deppe and seconded by Miller. Motion carried (4-0).

A motion to adjourn was made by Miller and seconded by Deppe. Motion carried (4-0). Meeting adjourned.